

FOR CERTIFICATE OF ZONING COMPLIANCE

SIGNS

ADDRESS OF PROPERTY _____

TAX MAP _____ BLOCK _____ LOT _____ ZONING DISTRICT _____

TYPE OF SIGN: Pole or Ground Sign _____ Building or Roof Sign _____

HEIGHT OF PROPOSED SIGN: _____ ft.

SIZE OF SIGN _____ sq. ft. SIZE OF LOT _____ sq. ft.

PLEASE SUBMIT THE FOLLOWING WITH COMPLETED APPLICATION:

1. \$35.00 application fee.
2. [Routing sheet](#).
3. Certificate of insurance
4. **For pole or ground signs:** (1) A plot plan drawn to scale showing location of each existing and proposed pole or ground sign; (2) A list, keyed to the plot plan, of all existing and proposed signs and the dimensions (including height) of each; (3) A scale drawing of the face of the proposed sign.
5. **For building or roof signs:** A scale drawing of the side of the building on which the sign is to be located showing the length of that side of the building and the location and size of all existing and proposed building and roof signs.
6. **For signs requiring a variance or Town Center Review Board approval:** Please submit a copy of letter of approval or filed notice of decision.
7. Additional information which may be necessary to determine compliance.

The undersigned states that information submitted with this application is correct and acknowledges that any approval based on erroneous or incomplete information shall be null and void.

Owner's name _____ Applicant's name _____

Address _____ Address _____

Phone _____ Phone _____

E-mail _____ E-mail _____

Signature _____ Signature _____

FOR OFFICE USE ONLY

Receipt Date _____ Fee
Paid _____

Approved/Denied By _____
Date _____